

**BEFORE THE BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON  
ACTING AS THE PUBLIC CONTRACT REVIEW BOARD**

**ORDER NO. \_\_\_\_\_**

Approving the Class Special Procurement Process to contract with Energy Bill Payment Assistance Suppliers/Vendors under the Energy Assistance Program

**The Multnomah County Board of Commissioners Finds:**

The Board acting as the Multnomah County Public Contract Review Board to review, pursuant to PCRB Rule 47-0285, a request from the Department of County Human Services, for a Class Special Procurement authorization for energy bill payment assistance vendors/suppliers under the Energy Assistance Program for the period July 1, 2010 to June 30, 2015.

- a. The energy bill payment assistance program is designed ensure low-income households have access to assistance in paying their utility bills in order to maintain service and avoid shut off.**

The program is a federally and state funded, state-managed, and county-administered program serving low-income people in accordance with federal and state guidelines. The County took over the responsibility of paying vendors/suppliers in 1993. Under the current program, nine contract agencies (identified separately on the attached list) handle household eligibility determinations and amount of entitlement, using federal and state guidelines. These agencies approve payments, the County authorizes the use of program funds and pays the energy supplier/vendor, and the vendor/supplier provides the energy. Board Order 95-136 was granted in 1995 for the first five years of the program; Board Order 00-036 in 2000 for the second five years of the program; and, Board Order 05-091 for the third 5 years.

- b. This class special procurement process is unlikely to encourage favoritism in the awarding of public contracts or to substantially diminish competition for public contracts.**

Eligible households identify the provider of their home energy. The program pays those specifically identified vendor/suppliers directly. Utility vendor/suppliers are limited in number, and the County will pay any vendor/supplier identified by the eligible household who is willing to accept payment from the County. The attached list names all current vendors/suppliers who have agreed to accept payment from the County. The list is not closed to new vendors/suppliers as eligible households may identify them in the future.

**c. Project Cost**

The County expects to provide approximately \$5 million of energy bill payment assistance annually. Funding level is dependent on federal and state allocation.

**d. Public Notice**

This Class Special Procurement request is in accord with the requirements of Multnomah County Public Contract Review Board Administrative Rule 47-0285. A public notice of the request will be posted on the Multnomah County Central Procurement and Contract Administration website seven (7) days prior to the date the Board will consider the request. Public notice of the Board's approval of the process will be posted on the CPCA website seven (7) days prior to contract award.

**The Multnomah County Board of Commissioners Orders:**

The Class Special Procurement process to contract with energy vendor/suppliers on the attached list (and any other vendor/supplier who is identified by an eligible household and is willing to accept payment from the County) is approved.

ADOPTED this 1st day of July 2010.

BOARD OF COUNTY COMMISSIONERS  
FOR MULTNOMAH COUNTY, OREGON  
ACTING AS THE PUBLIC CONTRACT  
REVIEW BOARD

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Jeff Cogen, Chair

REVIEWED:

AGNES SOWLE, COUNTY ATTORNEY  
FOR MULTNOMAH COUNTY, OREGON

By \_\_\_\_\_  
Patrick W. Henry, Assistant County Attorney